

**EMPLOYMENT OPPORTUNITY**

**AT**  
**HavenGroup**

**ENTRY POINT SCREENER– RESTHAVEN:**

Open to all qualified applicants  
(internal/external)

**POSTED:**

September 23, 2022

**POSITIONS AVAILABLE:**

Two .7 Indefinite Term positions (term  
ending March 31, 2023)

**SHIFT LENGTH AND TIMES:**

11:45am to 8:00pm, 7.75 paid hours, every  
other weekend;

*\*Hours of work may change based on  
facility and operational needs\**

**EFFECTIVE:**

Immediately

**ACCOUNTABILITY:** Director of Resident Care

**POSITION PURPOSE:**

Reporting to the Director of Resident Care the Entry point screener is responsible to greet anyone presenting to enter Rest Haven and carry out the safety screening criteria prior to allowing entry.

The incumbent exercises the appropriate level of initiative and independent judgment in determining work priorities, work methods to be employed and action to be taken on unusual matters. The position functions in a manner that is consistent with the mission, vision and values; and the policies of HavenGroup.

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**QUALIFICATIONS:**

**EDUCATION/CERTIFICATION:**

- High school education, Manitoba standards required

**KNOWLEDGE/EXPERIENCE REQUIRED:**

- Knowledge of current safety screening policy and procedure
- Knowledge of Personal Protective Equipment framework and requirements

**SKILLS/COMPETENCIES/CONDITIONS OF EMPLOYMENT:**

- Given the cultural diversity of our area, the ability to respect and promote a culturally diverse population is required
- Demonstrated ability to respect confidentiality including paper, electronic formats and other mediums
- Demonstrated ability to meet the physical and mental demands of the job
- Good work and attendance record
- Completes and maintains a satisfactory Criminal Record Check, Vulnerable Sector Search, Adult Abuse Registry Check and Child Abuse Registry Check, as appropriate
- Requires a valid Class 5 driver's license, an all-purpose insured vehicle and liability insurance of at least \$1,000,000.00



**WORK CONDITIONS:**

- No hazardous or significantly unpleasant conditions
- Position involves walking and standing for sustained periods of time
- Evenings and weekends as necessary

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Salary available upon request

**HavenGroup offers comprehensive benefit packages that vary depending on employee status that include:**

- Company Pension Plan
- Dental
- Extended Healthcare
- Group Life Insurance
- Disability and Rehabilitation
- Employee Assistance Program

For confidential consideration, please forward your application to Angie Knudsen Human Resource Officer at [aknudsen@havengroup.ca](mailto:aknudsen@havengroup.ca). Applications may also be submitted via the following link: <https://havengroup.ca/jobs>. This position will be posted until filled.

The successful applicant will be required to submit current copies of a Criminal Record Check, including Vulnerable Sector Query, an Adult Abuse Registry Check, and a Child Abuse Check, at their own expense, prior to the start date of employment (original copies required).

***We thank all of those who express interest in this position, however, only those invited for an interview will be contacted.***

HavenGroup is an employer compliant with public health orders.